

INFORMATION BULLETIN

JOB TRAINING PARTNERSHIP ACT

Number: B99-3

Date: July 16, 1999

Expiration Date: 06/30/00

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TO: SERVICE DELIVERY AREA ADMINISTRATORS
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS
JTPD PROGRAM OPERATORS
EDD JOB SERVICE OFFICE MANAGERS
JTPD STAFF

SUBJECT: CLOSEOUT REPORTING REQUIREMENTS FOR PERIOD ENDING
JUNE 30, 1999

The purpose of this information bulletin is to provide information regarding closeout deadlines and reporting requirements for the period ending June 30, 1999. The deadline for all closeout documents to be submitted to the Job Training Partnership Division is **August 20, 1999**. Below is a list of Title II, Title III, and Title IV-C programs that are affected by this requirement.

A. TITLE II

- Program Year (PY) 1996/1997, Master Subgrant G700XXX, all line items
- State Approved Local Training (SALT) Funds, Grant Code 130 in the G900XXX Master Subgrant

B. TITLE III/ IV-C

The PY 1997/1998 Master Subgrant G800XXX:

- 60 Percent Formula, Grant Code 515
- All 40 Percent Special Projects, Grant Codes 560 through 599
- National Reserve Account (NRA) projects with an expiration date of June 30, 1999, or prior, unless a closeout report has been submitted
- Title III/IV-C Veterans Programs, Grant Codes 592 and 593

The PY 1998/1999 Master Subgrant Number G900XXX:

- Rapid Response, Grant Code 550
- All 40 Percent Special Projects with an expiration date of June 30, 1999, or prior, unless a closeout report has been submitted

Timely submission of each report is necessary to accurately reflect funds utilization and ensure a smooth transition into the PY 1999/2000. Please consult the Job Training Partnership Act (JTPA) Closeout Handbook transmitted with JTPA Directive D97-2, dated July 22, 1997, for the list of supporting documents required with each report. If there are any questions, contact Debra Shepherd of the Financial Management Unit at (916) 654-2418 or Tom Bates at (916) 653-9490.

/S/ BILL BURKE
Assistant Deputy Director